

**LEMON GROVE [CITY COUNCIL]
AGENDA ITEM SUMMARY**

Item No. 1.D
Mtg. Date December 20, 2016
Dept. City Manager's Office

Item Title: **[Mayor Pro Tem Rotation]**

Staff Contact: [Lydia Romero, City Manager]

Recommendation:

Adopt a resolution (**Attachment B**) confirming the rotation of Councilmember Jennifer Mendoza to serve as the Mayor Pro Tem commencing December 20, 2016 through December 19, 2017 and establishing the Mayor Pro Tem rotation schedule for the subsequent three years.]

Item Summary:

[City of Lemon Grove Resolution No. 2649 (**Attachment C**), adopted on July 16, 2006, establishes the policy to determine the rotation of the Mayor Pro Tem position among the City Council. Based on the policy, it is Councilmember Jennifer Mendoza's turn to rotate into the Mayor Pro Tem position.]

The staff report (**Attachment A**) provides an analysis of how Resolution No. 2649 is applied and provides a schedule for the Mayor Pro Tem rotation for the next several years. The Mayor Pro Tem appointment and rotation schedule is presented in a resolution (**Attachment B**) for City Council consideration.]

Fiscal Impact:

[None.]

Environmental Review:

<input checked="" type="checkbox"/> Not subject to review	<input type="checkbox"/> Negative Declaration
<input type="checkbox"/> Categorical Exemption, Section []	<input type="checkbox"/> Mitigated Negative Declaration

Public Information:

<input checked="" type="checkbox"/> None	<input type="checkbox"/> Newsletter article	<input type="checkbox"/> Notice to property owners within 300 ft.
<input type="checkbox"/> Notice published in local newspaper	<input type="checkbox"/> Neighborhood meeting	

Attachments:

- A. Staff Report
- B. [Resolution
- C. Resolution 2649]

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Attachment A

LEMON GROVE [CITY COUNCIL] STAFF REPORT

Item No. 1.D

Mtg. Date December 20, 2016

Item Title: [Mayor Pro Tem Rotation]

Staff Contact: [Lydia Romero, City Manager]

Discussion:

[Each year, the City rotates its Mayor Pro Tem designee (Resolution No. 2649, adopted on July 16, 2006, establishes the rotation policy—**Attachment C**). During election years, Government Code Section 36801 states that following the declaration of election results and the installation of elected officials, the City Council chooses one of its members to serve as Mayor Pro Tem. During non-election years, the Mayor Pro Tem rotation occurs one year following the previous year's rotation.

The City's Mayor Pro Tem rotation policy is based on the three principles outlined below:

1. The rotation should follow the pattern established from the previous six years,
2. The Mayor Pro Tem should serve for approximately a one-year period, and
3. In the event that two or more Councilmembers have not served as Mayor Pro Tem and have equal tenure in office, the one who received the most votes in the previous election should be placed higher on the rotation list.

The following City Councilmembers have rotated in the Mayor Pro Tem position in the following order for the past seven years: Jerry Jones (2010), Mary England (2011), George Gastil (2012), Howard Cook (2013), Jerry Jones (2014), and Racquel Vasquez (2015) and George Gastil (2016).

Based on the principles outlined in Resolution No. 2649, the following shows the rotation of Mayor Pro Tem for the next four terms:

December 2016 – December 2017	Jennifer Mendoza
December 2017 – December 2018	Jerry Jones
December 2018 – December 2019	David Arambula
December 2019 – December 2020	Matt Mendoza

It is recommended that Councilmember Jennifer Mendoza be appointed as the Mayor Pro Tem commencing on December 20, 2016 to serve in that position for the next year, followed by Councilmembers Jones and Arambula.]

Conclusion:

[Staff recommends that the City Council adopt the resolution (**Attachment B**) appointing Councilmember Jennifer Mendoza as the Mayor Pro Tem from the period of December 20, 2016, 2016 through December 19, 2017 and confirm the rotation schedule for the subsequent three years.]

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMON GROVE, CALIFORNIA CONFIRMING THE ROTATION OF COUNCILMEMBER JENNIFER MENDOZA TO SERVE AS THE MAYOR PRO TEM FOR THE PERIOD OF DECEMBER 20, 2016 THROUGH DECEMBER 19, 2017 AND ESTABLISHING THE MAYOR PRO TEM ROTATION SCHEDULE FOR THE SUBSEQUENT THREE YEARS

WHEREAS, Lemon Grove Municipal Code Section 2.14.080 establishes the position of Mayor Pro Tem; and

WHEREAS, Resolution 2649, adopted by the City Council on July 16, 2006, established a policy to determine the rotation of the Mayor Pro Tem among Councilmembers; and

WHEREAS, referring to the policy established by Resolution 2649, the City Council determines the rotation of the Mayor Pro Tem by following the rotation pattern established from previous years, considering that the Mayor Pro Tem should serve for approximately a period of one year, and in the event that two or more Councilmembers have not served as Mayor Pro Tem and have equal tenure in office, the one who received the most votes in the previous election should be placed higher on the rotation list; and

WHEREAS, referring to the policy established by Resolution 2649, after a municipal election, the City Council is to appoint its Mayor Pro Tem and confirm the rotation for the subsequent two years by resolution; and

WHEREAS, applying the policy established by Resolution 2649, Councilmember Jennifer Mendoza would serve as Mayor Pro Tem for the period of December 20, 2016 through December 19, 2017, followed by Councilmember Jerry Jones, then by Councilmember David Arambula , then by Councilmember Matt Mendoza in the subsequent three years.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lemon Grove, California hereby:

1. Appoints Councilmember Jennifer Mendoza as Mayor Pro Tem from December 20, 2016 through December 19, 2017; and
2. Confirms that Councilmember Jerry Jones will serve as Mayor Pro Tem for a one-year period following Councilmember Jennifer Mendoza's term; and
3. Confirms that Councilmember David Arambula will serve as Mayor Pro Tem for a one-year period following Councilmember Jerry Jones' term.

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Attachment C

RESOLUTION NO. 2649

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMON GROVE, CALIFORNIA, TO ESTABLISH THE POLICY FOR THE ROTATION OF MAYOR PRO TEM

WHEREAS, Government Code Section 36801 requires that during the City Council meeting at which the declaration of the election results for a General Municipal Election are made and, following the installation of elected officials, choose one of its number as Mayor Pro Tem; and

WHEREAS, if the Mayor is absent or unable to act, the Mayor Pro Tem shall serve until the Mayor returns or is able to act and the Mayor Pro Tem has all of the powers and duties of the Mayor; and

WHEREAS, the City Council of the City of Lemon Grove, California, hereby establishes the following policy:

1. After the certification of each municipal election (or regularly scheduled election) and at the seating of a new Mayor Pro Tem, the City Council shall review the Mayor Pro Tem rotation list for the next two years.
2. The Mayor Pro Tem should serve on a rotating basis so that each councilmember serves one (1) year as Mayor Pro Tem during his/her four (4) year term.
3. In the event of an occurrence that creates a disruption in the regular rotation of the Mayor Pro Tem, the Council shall consider the following principals in developing the rotation list:
 - a. The rotation history of the previous six years,
 - b. The Mayor Pro Tem serves for approximately a one-year period, and
 - c. In the event that two or more Councilmembers have not served as Mayor Pro Tem and have equal tenure in office, the one who received the most votes in the previous election should be placed higher on the rotation list.
4. Appointment of new Mayor Pro Tem and the rotation list for the next two years shall be done by resolution.
5. The Mayor Pro Tem shall be sworn in prior to commencement of office.

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